**TEMC 2019** 



## **Audience Question:**

How many timesheets does the City of Houston have for Harvey?

## **Today's Presenters**

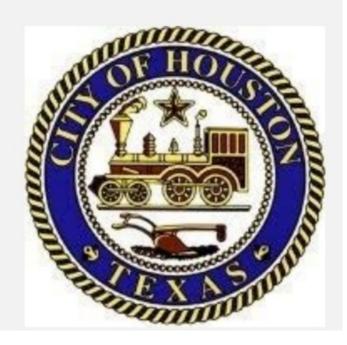
City of Houston - Finance Department - Finance and Operations

#### Presenters:

- Meridith Sanders
- Fazal Syed
- · Azeezat Suliamon
- Izine Harris

#### Management:

- Gloria Moreno
- Bobby Qasim
- · Arif Rasheed



### Disclaimer

The opinions and statements in this presentation are those of the City of Houston, Finance Department Disaster Cost Recovery Group and do not necessarily reflect State / FEMA positions. Please seek final guidance on all PA rules from State and FEMA, in writing.

# The Event

- Emergency Work
- > Vendor selection and contract type
- > Procurement compliance always applies
- > Determine what is Emergency/Permanent Work
- > Document gathering starts now
- > Volunteer tracking

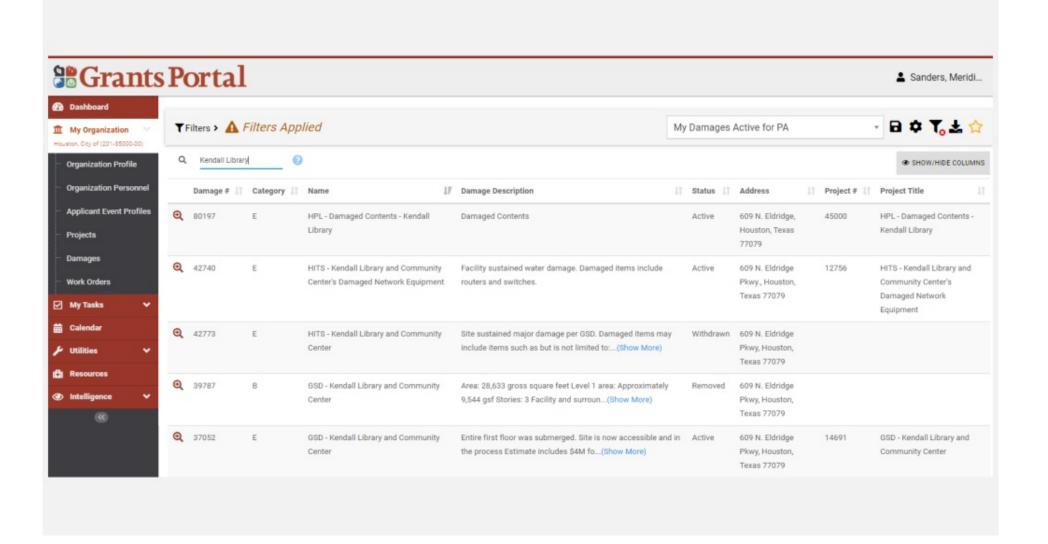


**TEMC 2019** 



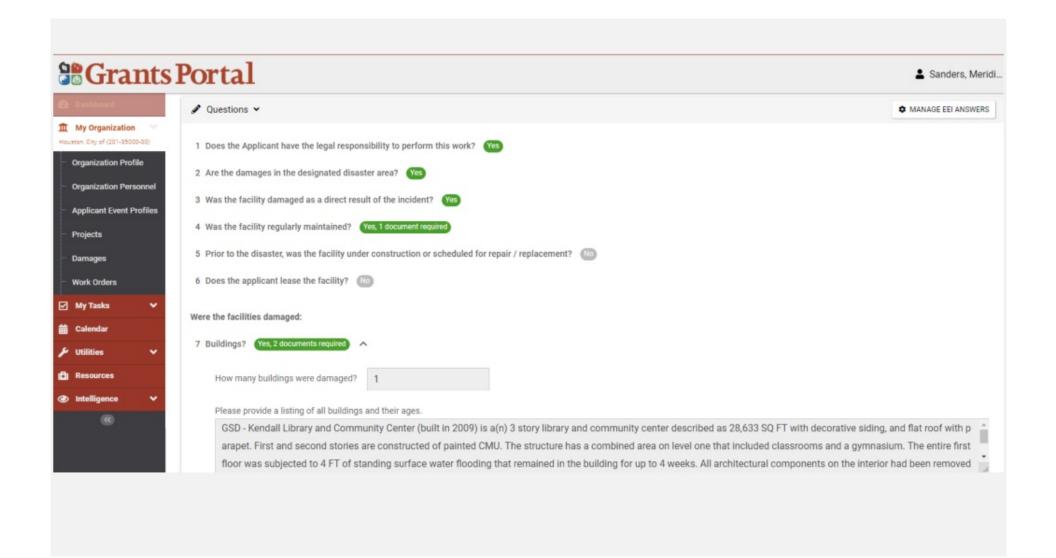
# Damage Inventory

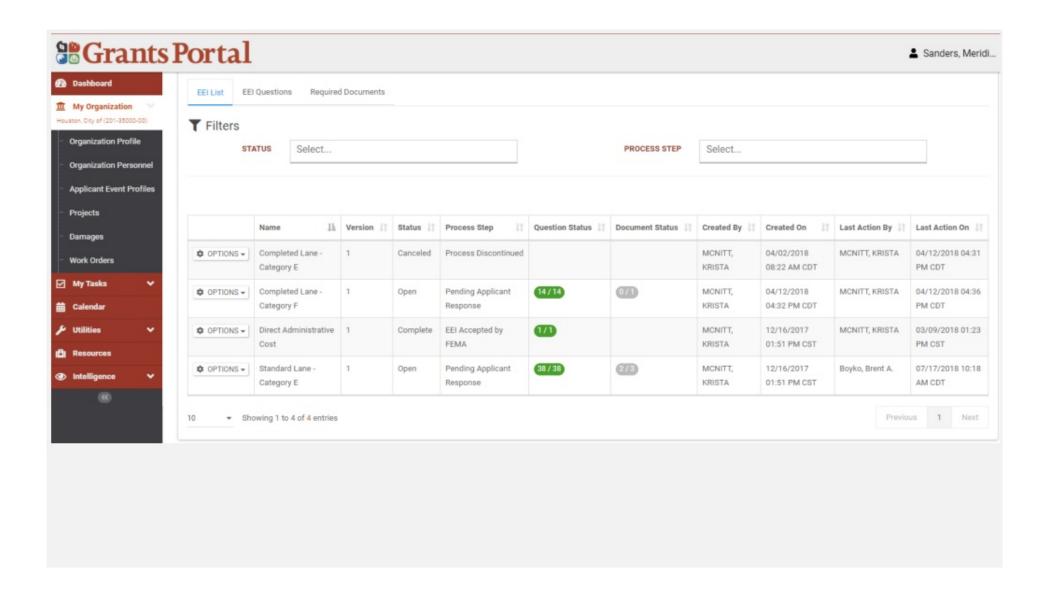
- > When does this begin?
- > Who gathers this information?
- > What information should we gather?
- > New delivery model becomes obvious at this step

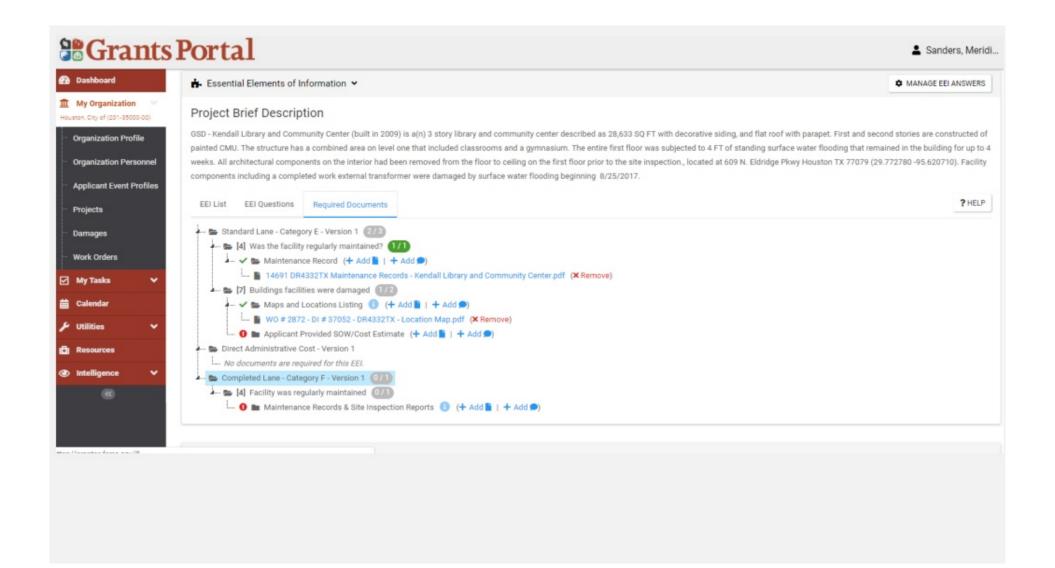


### E - i - E - i - What?!

- Essential Elements of Information (EEI)
- Required for each project
- Multiple EEIs possible for one project, depending on completion of work and nature of damages
- Two aspects:
  - Questions
  - Documents







# **TEMC 2019** Running the Marathon

# Site Inspections

- > Who usually attends a site inspection?
- > What data do we need prior?
- > What to expect during a site inspection



## Site Inspection - Preparation

- How are site inspections scheduled
- Confirmation call
- Tips and Tricks:
  - Wear safety equipment and appropriate clothing (hard hat, long shirt, pants, safety vest, ankle high steel-toe boots)
  - Carry tools (flashlight, measuring tape, screw driver)
  - Be prepared with damage details to avoid Damage Under Review (DUR)
    questions from FEMA site inspectors
  - Bring a camera / smartphone

# Site Inspection Common Questions

How high was flood water from Hurricane Ike in site location?

Will COH use contract or force account for repair?

Was there any mitigation project done on site location prior to Harvey?



# **TEMC 2019** Running the Marathon

# Project Formulation

- > Damage Description and Dimensions
- > Scoping and Costing
- > Contract work vs. Force Account

04

## Damage Description and Dimensions

- > Definition:
- > Damage under review DURS
- > Discrepancies
- >Approvals

#### Critical: Elevator Pit 105A/105B:

- Interior Building, 1 each of Hydromatic sump pump; submersible sump/effluent/sewage pump; Model SKHS50A1; 115v; 14.2 amps; 0.5 HP; single
  phase; 60Hz; with power supply in 2 x 2 x 2 FT pit, rendered inoperable due to being submerged in 49 IN of surface water flooding that remained
  for over 3 weeks. Sump pump pit is below the elevator pit invert. The elevator pit is below the finished floor elevation, 0% work completed.
- Building, 2 each of 24 IN Florescent lighting, fully submerged by floodwaters to a depth of 49 IN above the building finished floor elevation. Elevator
  pit is below the finished floor elevation., 0% work completed.

#### - Critical: Exterior Site:

- Exterior Site, 1 each of Square D Sorgel 3 Phase General Purpose Transformer, Cat. no. EE75T3HF1SCUNLP; 74kVA; H.V. 480v, H.V. Amps 90; L.V. 208Y/120; L.V. Amps 208; 60 Hz; 29.77318 -95.62046, rendered inoperable due to being submerged in 49 IN of surface water flooding that remained for over 3 weeks, 0% work completed.
- Exterior Site, 1 each of General Electric/Type OL Transformer; Cat no. 9T83B3874; 75 kVA; 3 phase; Primary 480V; Secondary 208V; 29.77318
   -95.62046, rendered inoperable due to being submerged in 49 IN of surface water flooding that remained for over 3 weeks, 0% work completed.
- Exterior Site, 1 each of HPS Hammond Power Sol/Type K transformer; Part no. SG3A0075KB; 480v; 75kVA; 3 phase; 60 Hz, fully submerged by floodwaters to a depth of 49 IN for 3 weeks., 100% work completed.
- Exterior Site, 4 each of Blink EV/Type 3R Raintight car recharger; EVSE Charging station; In/Out 120/208Y; 120/240 VAC; single phase; 60 Hz; electrical conduit; Model No. PE-30K1CE48, Serial no. 103190; PE-30KICE60, Serial no. 205482; PE-30K1CE60, Serial no. 205503; PE-30KICE60, Serial no. 205481. (1 Handicap) 58 IN tall and (3) 70 IN tall on 3 x 3 x 0.42 FT concrete pads 29.77244 -95.62060, rendered inoperable due to being submerged in 49 IN of surface water flooding that remained for 4 weeks, 0% work completed.

# **Scoping and Costing**

- > Who is responsible
- > Methods of Costing
- > Completion of EEI

					Data Release	: Year 2017 Quarter	4		Unit Cost Estimate													
DDD	CSI	Reporter	Damage Cause	key	Quantity	LineNumber		SubC ontra cted ind.	Description	Crew	Daily Output	Labor Moure	Unit	Ma	dectal	Labor	Equipme t	0	Total	Ext. Mat.	Ex	rt. Labor
					000	General S	сор	e Ite	ms									1				
	02	т	,	000T	19,453.00	USER DEFINED			Misc. Demo Atlonance - Scope of Viron. not identified, but may be required to perform.				sosr	s	-	\$ 0.50	s -	s	0.50	s -	s 9	9,726.50
					001	Room 101	-Lo	bby	Watermark 2.5"													
1A	09			001F	1615	090505202020			Flooring demoition, tile, ceramic, mud set	2 0 00	625	0.03	S.F.	5		\$ 0.47	5 -	5	0.47	s .	\$	
1A	09	r		001F	1615	093113109330			Tile, ceramic, 100% recycled glass, standard colors, 12" x 12"	D7	160	0.1	S.F.	5	24.06	5 2.03	5 -	5	26.09	s -	5	-
1A	09	F		001F	1615	093216102200			Quarry Sie, 6" x 6" x 1/2" thick, for epoxy grout & mortar, add	07	360	0.05	8.F.	8	2.38	8 0.93	8 -	8	3.31	\$ 3,843.70	8 1	1,501.95
15	26	т	7	001T	0.75	280505101840			Wire, THWI-THYWI-THINN, #12, electrical demolition, removed from in place conduit, to 15 High - 3 Gano	1 Diec	55	0.14	CLF.	5	-	\$ 4.50	s -	5	4.50	s -	5	3.30
15	26	T		001T	0.75	250519900030			VVire, copper sold, 600 volt, #12, type THW, in raceusy - 3 Gang	1 5140	11	0.73	CLF.	5	11.40	\$ 22.50	5 .	5	33.90	\$ 8.55	5	16.88
15	26	т		001T	3	250505101780			Receptacle & suitch plates, electrical demolition, remove	1 Diec	257	0.03	Es.	5	-	\$ 0.96	5 -	5	0.96	ş -	S	2.00
15	26	T		001T	3	250505101790			Receptacle & switches, 15 to 30 amp, electrical demoitton, remove - 3 Gano	1 590	135	0.05	Ea.	5		5 1.84	5 -	5	1.84	5 -	5	5.52
15	26	T	7.	001T	3	262726202470			Duplex receptable, grounded, 120 vot, 20 amp - 3 Gano	1 Diec	27	0.3	Es.	5	0.51	5 921	5 -	5	17.72	\$ 25.53	\$	27.63
18	26	T		001T	3	262726203110			Wall plate, brown plastic, 1 gang	1 Elec	80	0.1	Ea.	5	0.41	8 3.11	8 -	5	3.62	5 1.23	5	9.33
					002	Room 103	-Inf	orm	ation Desk Area													
2A	09			0025	500.04	090505200580		П	Carpet tile, permanent adhesive, removal	2 0 00	1850	0.01	S.F.	5		\$ 0.16	5 -	5	0.16	5 -	\$	80.01
2A	09	F	,	002F	55.56	096813100100			Carpet Sie, luffed nylon, hard back, 20 cz., 18" x 18"	1 Tif	80	0.1	S.Y.	5	26.53	\$ 2.50	5 -	5	29.03	\$ 1,474.01	5	138.90
28	12	F	F.	002F	1	USER DEPINED			Move Repair Clean And Disinfect Deak Not Specified				EA	8	500.00	\$ 1,000.00	8 -	5	1,500.00	\$ 500.00	8 1	1,000.00
20	09	T	,	002T	89.45	090505200850			Flooring demoition, vinyl or rubber dove base, straight section	1 0 00	1000	0.01	LF.	5	-	\$ 0.15	5 .	5	0.15	5 -	s	13.42
20	09	T	,	002T	89.45	096513130700			Wall base, virys, straight or cove, standard colors, 4" high, 1/8" thick	1 Tif	315	0.00	LF.	5	1.32	\$ 0.64	5 -	\$	1.95	\$ 110.07	\$	57.25
					003	Room 104-Magazine Area										100000					100	
3A	26		,	003F	2.25	250505101840			Wire, THW-THWW-THHN, #12, electrical demotition, removed from in place conduit, to 15 high	1 5140	55	0.14	CLF.	5	-	\$ 4.50	5 -	5	4.50	s -	5	10.13
3A	26	. e	F.,	003F	2.25	260519900030			Wire, copper solid, 600 volt, #12, type THW, in (2004)2V	1 Elec	11	0.73	CLF.	8	11.40	8 22.50	8 -	5	33.90	8 28.65	8	50.53
3A	26			003F	3	250505101780			Receptacle & switch plates, electrical	1 5140	257	0.03	Ea.	5		5 0.96	5 -	5	0.95	s -	5	2.88

#### Permanent Work - Force Account Data

Force Account Labor - Your employees

Force Account Equipment - Your owned equipment

Force Account Materials - Your materials from stock or purchased for the disaster



# Compliance

2 CFR 200

> Verification by Consolidated Resource Center (CRC)

- > Audits
- > How the new delivery model helps



## **Procurement Compliance**

- > Contract Types
  - · Time and Material limited
  - No cost plus % of cost contracts
  - No piggyback contracts
  - Prepositioned contracts
- > Procurement Documentation
  - Cost/Price Analysis
  - Debarment check
- > MWBE Compliance
- > Local vs Federal guidelines

# Audits: What to Expect

- > Timeline
- > Document Retention
- > Presenting Data to the auditors
- > How to effectively gather information
- > Audit findings meeting
- > Drafting a response to Audit findings
- > Addressing additional RFIs from State and FEMA
- > Appeals



# Funding!!

#### You made it!

- > Prepare for the next disaster beforehand
  - Training
  - Prepositioned Contracts
  - · Procurement Policies
  - Standard Operating Procedures



